

**Board of Selectmen Meeting  
Sunderland Town Office Bldg.  
January 4, 2016  
Minutes**

Present: Mr. Bergeron, Mr. Fydenkevez, Mr. Pierce, Ms. Patch, Town Administrator  
Others Present: Chris Collins, FCAT General Manager, Tom Ziminowski, Sunderland FCAT Rep, Police Chief Jeff Gilbert,  
Behind the Camera: Lacey/FCAT

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- Mr. Bergeron called the meeting to order at 6:30 PM.
- Mr. Bergeron noted the new starting time of 6:30 PM.

FCAT Request of Use of PEG Access Funds for Capital

- FCAT General Manager Chris Collins met with the board to discuss FCAT's plan to move out of their current facility. Mr. Collins advised the board that this effort will require substantial capital investment and that FCAT will need to take on debt to finance the costs. Mr. Collins stated that at this time he is meeting with member towns to see if they would be willing to allocate 50% of the PEG access capital funds for this purpose. Mr. Collins has met with the boards in Whately, Deerfield and Conway and they have agreed in principal to the use of the funds. A couple of possible scenarios are on the table however, he does not want to divulge too much information at this time as it could weaken negotiations. Mr. Collins stated that the current location does not meet ADA requirements and is inadequate for live studio productions and basic editing capabilities. Mr. Ziminowski spoke in favor of the proposal calling the current location "pathetic." Mr. Ziminowski stated that the town has been cutting back on the use of PEG Access funds and has started allocating more funding to FCAT. Mr. Ziminowski advised that Chris and FCAT are doing their due diligence to look at all scenarios and do not want to do anything without board approval. Mr. Pierce stated that in theory he is supportive. However, he would like more information in order to know what the game plan is for the capital in general. Mr. Collins would like to set up a separate capital account for this purpose. FCAT would like to stay centrally located-- nothing is set in stone at this time. Mr. Collins is not looking for a dollar figure at this time just a sense of the board if they would support the capital investment. Mr. Fydenkevez stated that he did not favor the move from present locations, costs continue to escalate. Mr. Fydenkevez recommended that they not limit the search to a 500 yard radius from the present facility. Tom feels that the location should be near Frontier due to the opportunities that could be available to the school. Mr. Collins the conversations that he has had and they are not willing and do not have the space. Mr. Collins stated that FCAT would like to remain a separate independent entity and that they have looked at several possible locations. Mr. Collins presented an invoice for the town's share of legal costs with regard to Comcast contract negotiations. Mr. Collins extended an invitation to the board to attend the Open House, which will be held on January 21<sup>st</sup> from 4PM to 6PM. Mr. Fydenkevez would like to have been presented with more information including search criteria including size location, operational expense and anticipated 5 year expenses costs. Questioned need for RFP. Mr. Collins stated that the FCAT is not subject to 30B as a private non-profit entity and that the funding used is Comcast customer fees not taxes. Mr. Fydenkevez requested

that more detailed information be presented for future discussions and that FCAT treat itself like a public domain. Mr. Bergeron also acknowledged the need for more detailed information and a plan that outlines a timeline, costs and possible scenarios. Mr. Bergeron stated that it is difficult to allocate funds without a clear plan. However, he is in agreement with the concept. Mr. Collins will bring this information back to the Board of Directors.

#### Request for use of Town Vehicle for Defensive Driver Program for Police Academy Training

- Chief Gilbert met with the board to discuss a request by part-time officer Ben Peters for use of a town owned vehicle for defensive driver training while attending the full-time police academy training program. Chief Gilbert advised the board that the Academy requires a town sponsor in name only and that Mr. Peters is aware that he is responsible for 100% of the costs associated with the program and that he is willing to sign a waiver of indemnification if the town agrees to sponsor him and grants permission for use of a town owned vehicle. Chief Gilbert stated that he does not want take one of the department cruisers out of service for this use. However, Highway Superintendent George Emery has granted permission contingent upon board approval, for use of the old police cruiser that was passed down to the Highway Department. Ms. Patch has checked with MIA to make sure that the appropriate insurance coverages are in place. Mr. Bergeron asked if there are any department policies in place to address sponsorship and use of town owned vehicles, and if there is any impact to the existing labor contract. Chief Gilbert advised that there is no issue with regard to existing labor contracts. Mr. Fydenkevez asked if the Chief has to sign the sponsorship attesting to the Officer's competency as an individual and to be a successful Police Officer. Chief Gilbert stated yes. Mr. Peters has been with the department for a while and does a good job. Mr. Fydenkevez stated that it is advantageous to the town to have Mr. Peters obtain the additional training. Mr. Pierce motion to sponsor part-time officer (Ben Peters) for full-time academy training. Part-time Officer is to pay all costs associated with the training. Mr. Fydenkevez 2<sup>nd</sup>. Voted 3-0.

#### Approval of Minutes

- Mr. Pierce motion to approve the December 21, 2015 meeting minutes. Mr. Fydenkevez 2<sup>nd</sup>. Voted unanimously.

#### Board of Selectmen Updates

- Mr. Fydenkevez provided an update of the SCEMS Board of Oversight (BoO) meeting held on December 17, 2015. Presently, working on budget. Mr. Fydenkevez advised that Deerfield Town Administrator Kayce Warren met with the board to define indirect costs for central administration in preparation for the budget this year. Mr. Fydenkevez also advised the board that the South County Senior Center Director is offering site visits on Tuesday and Thursday mornings while center is closed and is available to meet with interested seniors to discuss the services offered at the Center.
- Mr. Fydenkevez reminded residents of the importance of reviewing and the annual census form, which was sent out last week. Don't forget to return your form as you could potentially be removed from the voter registration list if the form is not returned. If you are unsure if you are still registered to vote, contact the Town Clerk's office.
- Mr. Pierce provided updates regarding ongoing teacher contract negotiations with Union 38 and instructional aides this week and next.

- Mr. Pierce also advised that he received notice from our Solar Consultant the federal net metering cap has been extended.
- Mr. Bergeron is working on coordinating a meeting with the Housing Committee, FRCOG and the new Director of the Franklin Regional Housing & Redevelopment Authority to discuss grant rounds available to support housing generation.
- Town Administrator Updates
- Ms. Patch advised that the FY 17 budget memo was issued November 30<sup>th</sup> budgets were due today. Ms. Patch will be compiling the first draft budget for board review. Local and State estimated revenue receipts will be updated as information is available. Ms. Patch has contacted the Finance Committee chair to schedule joint budget presentations. The first presentation for the Police and Fire Departments is scheduled for January 25<sup>th</sup>. Ms. Patch has also reached out to the other departments to schedule budget presentations and is waiting to receive confirmation on the dates. Ms. Patch requested authorization to lock into fixed oil pricing through the Lower Pioneer Valley Collaborative. Mr. Fydenkevez motion to accept recommendation of the Town Administrator to lock into fixed pricing for fuel oil. Mr. Pierce 2<sup>nd</sup>. Voted 3-0.
- Ms. Patch advised that the Town has submitted a PILOT Wayfinding Grant through the FRCOG. The grant will identify walkable areas. The estimated grant value is \$35,000.
- The PATH Grant is in process and a meeting with the Housing Committee is being planned for some time next week.
- The Planning Board will hold a Public Forum on the North Main Street Reconstruction Project on January 12<sup>th</sup> at 7PM. Paul Guertin and John Morgan from CHA will be present.

#### Other Business

- Mr. Pierce read the letter of notification of the resignation of Eileen Krol from the board of Library Trustees that the board received from the Town Clerk. This vacancy will be filled jointly with the remaining Trustees by roll call vote at a later date.
- Mr. Fydenkevez reminded everyone that the Winter Parking ban is effect. Also, be aware of neighbors and elders during this time of the year. "Watch out for each other."

#### Adjournment

- Mr. Pierce motion to adjourn. Mr. Fydenkevez 2<sup>nd</sup>. Voted 3-0.
- Having no further business the meeting was adjourned at 7:24 PM.

Respectfully submitted,

  
Sherry Patch  
Town Administrator